

## Candidate Filing Information - County Offices County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

This information is subject to amendatory change during the 2018 session of the Idaho Legislature. If changes occur, an updated version will be made available. Updated December 2017.

| Filing Dates      | Candidate Filing                                      | Candidate Withdrawal       |
|-------------------|---|----------------------------|
| First Day to File | February 26, 2018                                     | Primary: March 23, 2018    |
| Last Day to File  | March 9, 2018 by 5:00 PM in the County Clerk's Office | General: September 7, 2018 |

### Filing Options

A candidate has two options when filing for placement on the Primary Election ballot:

1. File a Declaration of Candidacy and pay the filing fee.
2. File a Declaration of Candidacy and nominating petitions, containing the required number of signatures of qualified electors verified prior to submission.

### All Candidates: Declaration of Candidacy - Form EC-10

When completing the Declaration of Candidacy, be sure to complete all fields and questions. Also, please note:

1. For the question, "How you would like your name to appear on the ballot", please clearly print your name exactly as you wish it to appear on the ballot.
2. You must **be registered and affiliated with the political party** whose Primary you intend to participate in. (Contact your County Clerk to verify that you are affiliated with the party of your choice.)
3. The signature of the candidate must be notarized.

Any incomplete or missing information may void your filing.

### Option 1 - Filing Fee

\$40.00 County Commissioner, County Clerk, County Treasurer,  
County Assessor or County Coroner

### Option 2 - Petitions - Form EC-10A (may be reproduced)

#### 5 signatures within the county

All petitions must be complete.

1. The top portion of each petition sheet must be filled in prior to circulation.
2. The circulator's signature must be notarized on the bottom portion of each petition page prior to being submitted and verified by the County Clerk.

### Campaign Finance Information

All candidates for County Office should contact the County Clerk's Office for information on reporting requirements prior to announcing candidacy, accepting donations or spending money.

Should you have additional questions, please do not hesitate to contact the County Clerk's Office.

# Completing the Declaration of Candidacy - County Offices

## County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

### Section 1: Office Information

1. Enter the name of the office that you will be a candidate for to the right of "Filing for the Office of".
2. Select the party that you are affiliated with and for which you will be a candidate.

### Section 2: Candidate Information

1. Enter your First Name, Middle Initial, Last Name and Suffix, if applicable, as it appears on your voter registration record.
2. Enter your Residence Address, including the street number, street name, City, State, Zip Code and County, as it appears on your voter registration record. (**Note:** This must be your physical address. PO Boxes are not allowed as a residence address.)
3. Enter your Mailing Address if it is different than your Residence Address.

### Section 3: Ballot Name

1. Enter your Name exactly as you would like it to appear on the ballot. (Please print clearly.)
  - a. Nicknames may be included if it is a name that is commonly known. However, nicknames that promote a particular political platform or may be deemed offensive are not allowed.
  - b. Professional identifiers are also not allowed on the ballot (i.e. Dr., M.D., Ph.D., Esq., CPA, etc.).

### Section 4: Campaign Finance Information

1. Respond to the question "Have you updated or filed a C1: Appointment and Certification of Political Treasurer?"
  - a. Every candidate for County Office must have a current C1: Appointment and Certification of Political Treasurer on file with the County Clerk's Office.
  - b. If you are a first time candidate or ran in a previous year but closed your campaign account, you must submit a C1 form prior to announcing candidacy, accepting donations or making expenditures.
  - c. If you are a continuing candidate, be sure that an updated C1 form has been filed in order for the County Clerk's Office to have the most current contact information for you and your treasurer.
2. C1 forms are available in the Office of the County Clerk - Contact information is below.

### Section 5: Certification

1. Carefully read the certification.
2. **In the presence of a notary**, sign and date the Declaration of Candidacy.
  - a. The notary will then complete the bottom portion of the Declaration of Candidacy.

### Questions

1. Contact the County Clerk's Office.
  - a. email: \_\_\_\_\_ phone: \_\_\_\_\_ fax: \_\_\_\_\_
  - b. Personal Delivery:
  - c. Mailing Address:

# Completing the Petition of Candidacy - County Offices

## County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

### Section 1: Office Information

1. Enter the name of the office that you will be a candidate for to the right of "Filing for the Office of".
2. Enter the party that you are affiliated with and for which you will be a candidate.

### Section 2: Candidate Information

1. Enter your Name as it will appear on the ballot.
  - a. Nicknames may be included if it is a name that is commonly known. However, nicknames that promote a particular political platform or may be deemed offensive are not allowed.
  - b. Professional identifiers are also not allowed on the ballot (i.e. Dr., M.D., Ph.D., Esq., CPA, etc.).

### Section 3: Signers Section

1. Enter the name of the County in which you are circulating in the Signers Statement.
2. Collect signatures of qualified electors (i.e. registered voters) of your County.
2. Each individual participating in the petition must:
  - a. Sign their name.
  - b. Print their name.
  - c. Print their residence address. (**Note:** PO Boxes are not allowed. The listing of a PO Box will automatically invalidate the signature and it will not be counted in the number of required signatures.)
  - d. Enter the date that they signed the petition.

### Section 4: Certification

1. Enter the County in which the circulator is having the notarization completed to the right of "County of".
2. Enter the name of the circulator along with their county of residence in the Certification Statement.
3. **In the presence of a notary**, the circulator will sign and enter their address on the Petition of Candidacy.
  - a. The notary will then complete the bottom portion of the Petition of Candidacy.

**Note:** The candidate may have other individuals circulate petitions on their behalf. In this case, the individual circulating the petition will complete, sign and have notarized the Certification prior to returning the completed petition to the candidate.

### Questions

1. Contact the County Clerk's Office.
  - a. email: \_\_\_\_\_ phone: \_\_\_\_\_ fax: \_\_\_\_\_
  - b. Personal Delivery:
  - c. Mailing Address:

**Declaration of Candidacy  
County Commissioner, County Clerk, County Treasurer,  
County Assessor, County Coroner**

| <b>Filing Dates</b> | <b>Candidate Filing</b>                               | <b>Candidate Withdrawal</b> |
|---------------------|---|-----------------------------|
| First Day to File   | February 26, 2018                                     | Primary: March 23, 2018     |
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**Office Information**

Filing for the Office of:

Party Affiliation:    Constitution    Democratic    Libertarian    Republican

**Candidate Information**

Candidate Name (As it appears on your voter registration record)

|       |    |      |        |  |
|-------|----|------|--------|--|
| First | MI | Last | Suffix |  |
|-------|----|------|--------|--|

Residence Address (As it appears on your voter registration record)

|                |      |       |          |        |
|----------------|------|-------|----------|--------|
| Street Address | City | State | Zip Code | County |
|----------------|------|-------|----------|--------|

Mailing Address

|                |      |       |          |        |
|----------------|------|-------|----------|--------|
| Street Address | City | State | Zip Code | County |
|----------------|------|-------|----------|--------|

**How you would like your name to appear on the ballot:**

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**Campaign Finance Information**

Have you updated or filed a C1: Appointment and Certification of Political Treasurer?

Yes    No   Contact the County Clerk for campaign finance filing information.

**Certification**

I, the undersigned, being a resident of the State of Idaho and of the County listed above, and registered with the party selected, do hereby declare myself a candidate for the office entered above to be voted on at the Primary Election to be held on the 15th day of May, 2018 and I certify that the information on this Declaration is true and accurate.

I further certify that I possess the legal qualifications to hold said office. I submit herewith the statutory filing fee of \$ \_\_\_\_\_, **or** in lieu of the filing fee, nominating petitions containing the statutory number of signatures of qualified electors.

Dated: \_\_\_\_\_ Candidate Signature: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature: \_\_\_\_\_

Notary Public in and for the State of Idaho, residing at \_\_\_\_\_ (Notary Seal)

My Commission Expires: \_\_\_\_\_

# Petition for Candidacy

## County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

### Filing Dates & Information

**First Day to File February 26, 2018**

**Last Day to File March 9, 2018**

In lieu of the filing fee, this petition must be filed in the County Clerk's Office with the Declaration of Candidacy by candidates for all countywide offices during the above filing period. The statutorily required number of signatures must be verified by the County Clerk prior to filing.

### Office Information

Filing for the Office of: \_\_\_\_\_

Party: \_\_\_\_\_

### Candidate Information

Candidate Name (As it will appear on the ballot)

\_\_\_\_\_

### Signers Statement

I, the undersigned, being a qualified elector of \_\_\_\_\_ County in the State of Idaho, do hereby certify and declare that I reside at the place set opposite my name, and that I join in the petition of the candidate for the party and office listed above to appear on the Primary Election ballot on May 15th, 2018, and that each for himself says: I have personally signed this petition; I am a qualified elector of the County listed above and the State of Idaho and my residence address is correctly written after my name.

| Signature of Petitioner | Printed Name | Residence Address | Date Signed |
|-------------------------|--------------|-------------------|-------------|
| 1 _____                 | _____        | _____             | _____       |
| 2 _____                 | _____        | _____             | _____       |
| 3 _____                 | _____        | _____             | _____       |
| 4 _____                 | _____        | _____             | _____       |
| 5 _____                 | _____        | _____             | _____       |
| 6 _____                 | _____        | _____             | _____       |
| 7 _____                 | _____        | _____             | _____       |
| 8 _____                 | _____        | _____             | _____       |
| 9 _____                 | _____        | _____             | _____       |
| 10 _____                | _____        | _____             | _____       |

### Certification

STATE OF IDAHO

ss.

County of \_\_\_\_\_

I, \_\_\_\_\_, being first duly sworn say: That I am a resident of the State of Idaho and at least eighteen (18) years of age: that every person who signed this sheet of the foregoing petition signed his or her name thereto in my presence: I believe that each has stated his or her name, address and residence correctly, that each signer is a qualified elector of the State of Idaho, and a resident of the county of \_\_\_\_\_.

Circulator Signature: \_\_\_\_\_ Address: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary Signature: \_\_\_\_\_

Notary Public in and for the State of Idaho, residing at \_\_\_\_\_

(Notary Seal)

My Commission Expires: \_\_\_\_\_